



LONDON BREED
MAYOR

CITY AND COUNTY OF SAN FRANCISCO
Department of Police Accountability
ONE SOUTH VAN NESS AVENUE, FLOOR EIGHT
SAN FRANCISCO, CA 94102



PAUL DAVID HENDERSON
EXECUTIVE DIRECTOR

September 7, 2022

To: Vice President Cindy Elias
Members, San Francisco Police Commission

Re: SFPD Second Quarter 2022 Document Protocol Report

Dear Vice President Elias and Commissioners:

This letter supplements the San Francisco Police Department's 2022 second quarter report concerning documents requested by DPA under the DPA-SFPD document protocol. In compliance with the established protocol, Chief of Investigations Erick Baltazar reviewed and discussed the Department's 2022 second quarter report with Lieutenant Lynn Reilly, the Officer in Charge of the Legal Division.

During the second quarter of 2022, the DPA made 287 document requests. Of the 287 document requests, 26 requests were untimely produced. Twelve (12) requests remained open at the end of the second quarter.

Sincerely,

Paul Henderson
Executive Director

Memorandum

San Francisco Police Department



To: Captain Mark Cota #1335
Commanding Officer
Risk Management Division

MC
DEPUTY CHIEF DENISE FLAHERTY
ADMINISTRATION BUREAU

From: Lieutenant Lynn Reilly #1141 *LR*
Legal Division

Captain Mark Cota #1335
Risk Management
COMMANDER PAUL YEP #95
RISK MANAGEMENT OFFICE

Date: Wednesday, July 20, 2022

Subject: DPA Document Protocol Quarterly Report - 2nd Quarter 2022

Issue:

Below is a compilation of statistical data regarding the San Francisco Police Department's provision of documents to the Department of Police Accountability from the time period of **04/01/2022 – 06/30/2022 (2nd Quarter)**.

Discussion:

The following report is offered in accordance with Section VII of the Protocol between the Department of Police Accountability and the San Francisco Police Department regarding responding to written requests for documents.

Routine requests for documents received at bureaus, divisions, units, stations, and details were not logged in formally at the Legal Division. However, copies of the requests received are kept in a monthly file.

- I. The number of DPA written requests received at the Legal Division for documents within each category (Routine, Non-Routine, and Juvenile);
 - a. Juvenile 0
 - b. Non-Routine 123
 - c. Routine 164
 - Total 287**

- II. The number of requests within each category for which there was a timely production;
 - a. Juvenile 0
 - b. Non-Routine 101
 - c. Routine 148
 - Total 249**

- III. The number of requests within each category for which there was a timely notification of an extension of time for production;
- | | |
|-------------------|----------|
| a. Juvenile | 0 |
| b. Non-Routine | 0 |
| c. <u>Routine</u> | 0 |
| Total | 0 |
- IV. The number of requests within each category for which there was an untimely notification of an extension of time for production;
- | | |
|-------------------|----------|
| a. Juvenile | 0 |
| b. Non-Routine | 0 |
| c. <u>Routine</u> | 0 |
| Total | 0 |
- V. The number of requests within each category for which there was a late production;
- | | |
|-------------------|-----------|
| a. Juvenile | 0 |
| b. Non-Routine | 15 |
| c. <u>Routine</u> | 11 |
| Total | 26 |
- VI. The number of requests within each category for which there was a denial or a partial denial of disclosure and the legal/factual basis therefore;
- | | |
|-------------------|----------|
| a. Juvenile | 0 |
| b. Non-Routine | 0 |
| c. <u>Routine</u> | 0 |
| Total | 0 |
- VII. The status of any non-routine request(s) that remain pending at the close of the reporting period for which there is a dispute between the Department and DPA;
- | | |
|-------------------|----------|
| a. Juvenile | 0 |
| b. Non-Routine | 0 |
| c. <u>Routine</u> | 0 |
| Total | 0 |
- VIII. The status of any request(s) that remain pending at the close of the reporting period;
- | | |
|-------------------|-----------|
| a. Juvenile | 0 |
| b. Non-Routine | 7 |
| c. <u>Routine</u> | 5 |
| Total | 12 |
- IX. Recommendations, if any, for improvements to this protocol and the procedures used to ensure timely responses by the Department and to

DPA requests for documents and other materials, and for the effective use of SFPD staff and resources in responding thereto.

No recommendations at this time

Conclusion:

This report satisfies the reporting requirements under section VII of the SFPD/DPA Document Protocol.

Recommendation:

Please review and forward to The San Francisco Police Commission.

Attachments:

2nd Quarter 2022 DPA/SFPD Application print out.